



Triangle J Board of Delegates Meeting Agenda

The Honorable Kathleen Ferguson,
Presiding

Wednesday, November 17, 2021

6:00 PM - 8:00 PM

Triangle J Council of
Governments Virtual Meeting

<u>Time</u>	<u>Item</u>	<u>Official</u>
6:00 PM	Call to Order, Welcome, Roll Call & Declaration of Quorum	Kathleen Ferguson
6:10PM <i>Approve by consent</i>	Review of Agenda	Kathleen Ferguson
6:12 PM <i>Receive as information</i> <i>Receive as information</i>	Recognitions and Presentations <ul style="list-style-type: none">• Introduction of New TJCOG Staff• Recognition of Outgoing Delegates & Alternate Delegates	Jenny Halsey Kathleen Ferguson
6:30 PM <i>Receive as information</i> <i>Provide feedback</i>	Business <i>Items in this section requiring Board of Delegates action have been added to the Consent Agenda.</i> <ul style="list-style-type: none">• Community & Economic Development Program Updates• Infrastructure Investment and Jobs Act	Lindsay Whitson Leslie Mozingo
7:20 PM <i>Motion to approve</i>	Consent Agenda <i>Items on the Consent Agenda are considered routine and will be enacted by a single motion unless a member of the Board of Delegates requests an item be removed. Any item removed from the Consent Agenda will be considered individually after the Consent Agenda.</i> <ul style="list-style-type: none">• Cancellation of December Executive Committee Meeting• Clarification of Appointment of TJCOG Deputy Finance Officer• Brownfields RLF proposal in partnership with PTRC WPPDC• Approval of the 2021 CEDS Interim Report• October 27th Board of Delegates Meeting Minutes	Alana Keegan Lee Worsley Lindsay Whitson Lindsay Whitson Shantel Haskins

*November 17, 2021 Board of Delegates Meeting Agenda
(continued)*

<u>Time</u>	<u>Item</u>	<u>Official</u>
7:25 PM	<i>Items Removed from Consent Agenda</i>	Kathleen Ferguson
7:26 PM <i>Receive as information</i>	<i>Executive Director's Report</i>	Lee Worsley
7:30 PM <i>Receive as information</i>	<i>Chair's Report</i>	Kathleen Ferguson
7:35 PM	<i>Around the Region</i>	Kathleen Ferguson
7:55 PM	<i>Other Business</i>	Kathleen Ferguson
8:00 PM	<i>Adjourn</i>	Kathleen Ferguson

Triangle J Board of Delegates Meeting Agenda Comments – November 17, 2021

Agenda Section: Presentations & Recognition
Introduction to New Staff

Background: During this time, TJCOG program leads will introduce new members of the TJCOG team and discuss their role and respective projects. Rural Mobility & Transportation Program Manager, Matt Day, will introduce Adam Spillman, working as the new Data Strategy Coordinator. Member Engagement Manager, Alana Keegan, will introduce Brandi Spillman who is assisting members as a Grants Specialist. Housing Program Manager, Erika Brown, will introduce the new Housing Planner Anna Blanchard. Water Resources Planner, Maya Cough-Schulze, will introduce Caroline Wofford the new Stormwater Education Coordinator.

Recommendation(s): It is recommended that the Board joins Chair Ferguson and the TJCOG team in welcoming the new members of the staff.

Staff Responsible for Technical Support: Jenny Halsey, Strategy & Operations Manager

Triangle J Board of Delegates Meeting Agenda Comments – November 17, 2021

Agenda Section: Presentations & Recognition
Recognition of Outgoing Delegates and Alternates

Background: Chair Ferguson will recognize the following delegates and alternate delegates that have left office or are leaving office in December:

Tim Cunnup, Town of Goldston

Kevin Drum, Village of Pinehurst

Michael Fiocco, Town of Pittsboro

Christopher Nance, Town of Carthage

Cheryl Oliver, Town of Selma

Jason Wunsch, Town of Fuquay-Varina

Recommendation(s): It is recommended that Chair Ferguson recognize the service on the Board of Delegates and to the region of these outgoing delegates and alternate delegates. Please join the Chair in recognizing the loyalty and dedication of all outgoing Board members and expressing Triangle J's heartfelt appreciation for their service as members of the Board of Delegates.

Staff Responsible for Technical Support: Alana Keegan, Member Engagement Manager

Triangle J Board of Delegates Meeting Agenda Comments – November 17, 2021

Agenda Section: Business

Community and Economic Development Program Area Updates

Background: Lindsay Whitson, Community and Economic Development Program Manager, will be providing an update of CEDS implementation efforts undertaken throughout 2021 and will be asking for approval of the 2021 CEDS Interim Report (under consent agenda) that will be submitted to the Economic Development Administration (EDA). Throughout this discussion, status of current programs and future proposed projects falling under the Community and Economic Development Program Area will be shared. There will be an interactive component that will ask board members to provide feedback to help guide the trajectory of certain projects.

Recommendation(s): It is recommended that the Board receives the information and asks questions as desired. The Community and Economic Development staff encourages the Board to build awareness of available services and to utilize them as needed.

Staff Responsible for Technical Support: Lindsay Whitson, Community & Economic Development Manager

Triangle J Board of Delegates Meeting Agenda Comments – November 17, 2021

Agenda Section: Business
Infrastructure Investment and Jobs Act

Background: On November 5, the U.S. House of Representatives passed the Infrastructure Investment and Jobs Act (IIJA) in a 228 to 206 vote, sending the legislation to President Biden to be signed into law. This follows the August 10th passage of the bill by the U.S. Senate, where the bipartisan legislation was advanced in a 69-30 vote.

The bipartisan infrastructure legislation provides \$973 billion over five years from FY 2022 through FY 2026, including \$550 billion in new investments for all modes of transportation, water, power and energy, environmental remediation, public lands, broadband and resilience. In addition to providing authorizations for a wide variety of programs, the IIJA also makes supplemental appropriations to the Departments of Agriculture, Commerce, Energy, Homeland Security, Interior, Environmental Protection, Health and Human Services, and Transportation.

During this time, TJCOG's Government Relations Consultant Leslie Mozingo will provide a high-level overview of the legislation, expected competitive funding opportunities, and how funds will be distributed in the coming months.

Recommendation(s): It is recommended that the Board receive the information, ask questions about IIJA, and share with their respective local boards.

Staff Responsible for Technical Support: Alana Keegan, Member Engagement Manager

CONSENT AGENDA ITEMS

Triangle J Board of Delegates Meeting Agenda Comments – November 17, 2021

Agenda Section: Consent

Cancellation of December Executive Committee Meeting

Background: It has been tradition to cancel the December Executive Committee meeting unless there are business items necessitating a meeting. Currently, TJCOG staff does not anticipate any items requiring Executive Committee action in December.

Recommendation(s): It is recommended the Board of Delegates approve cancellation of the December 15, 2021, Executive Committee meeting.

Staff Responsible for Technical Support: Alana Keegan, Member Engagement Manager

Triangle J Board of Delegates Meeting Agenda Comments – November 17, 2021

Agenda Section: Consent

Clarification of Appointment of a TJCOG Deputy Finance Officer

Background: In accordance with NC General Statutes 159-24, each local government and public authority shall, at all times have a Finance Officer appointed by the local government, public authority, or designated official to hold office at the pleasure of the appointing board or official and perform the duties of NC General Statutes 159-25 and pre-audit functions of NC General Statutes 159-28. Currently Judy Weller, Finance Director, serves as the Finance Officer for Triangle J Council of Governments. However, there is no appointed Deputy Finance Officer to serve in her absence. Per the directive of the Executive Director, Lee Worsley, the Finance Director has been tasked to make a recommendation to the Board of Delegates to appoint a Deputy Finance Officer.

Recommendation(s): During the October Board meeting, the Board adopted this item, but there was some inconsistency in the language (some parts of the agenda item referenced Deputy Finance Director and some referenced Deputy Finance Officer). To provide clarification, the Board is asked to consider this item again and clarify that the Board is appointing a Deputy Finance Officer. It is recommended the Board of Delegates appoint Maurice Jackson, Fiscal Program Specialist, to serve as Deputy Finance Officer in the absence of the Finance Officer Judy Weller. The appointed Deputy Finance Officer shall perform the duties per NC Statutes in accordance with NC General Statutes 159-25 and NC General Statutes 159-28 and attached herein.

Staff Responsible for Technical Support: Lee Worsley, Executive Director

§ 159-25. Duties of finance officer; dual signatures on checks; internal control procedures subject to Commission regulation.

- (a) The finance officer shall have the following powers and duties:
- (1) Keep the accounts of the local government or public authority in accordance with generally accepted principles of governmental accounting and the rules and regulations of the Commission.
 - (2) Disburse all funds of the local government or public authority in strict compliance with this Chapter, the budget ordinance, and each project ordinance and shall preaudit obligations and disbursements as required by this Chapter.
 - (3) Prepare and file with the board a statement of the financial condition of the local government or public authority, as often as may be requested by the governing board or the manager.
 - (4) Receive and deposit all moneys accruing to the local government or public authority, or supervise the receipt and deposit of money by other duly authorized officers or employees.
 - (5) Maintain all records concerning the bonded debt and other obligations of the local government or public authority, determine the amount of money that will be required for debt service or the payment of other obligations during each fiscal year, and maintain all sinking funds.
 - (6) Supervise the investment of idle funds of the local government or public authority.
 - (7) Perform such other duties as may be assigned by law, by the manager, budget officer, or governing board, or by rules and regulations of the Commission.
 - (8) Attend any training required by the Local Government Commission under this section.
 - (9) Contract with outside entities, including certified public accountants in good standing with the North Carolina State Board of Certified Public Accountant Examiners, bookkeeping firms, councils of government, and other units of government, to ensure fulfillment of the duties enumerated in this subsection, excluding subdivision (6), except where specifically allowed by law, and subdivision (8). Regardless of the entity performing such duties, the authority, powers, and duties of the finance officer shall not be superseded, and the responsibility for accurate and timely fulfillment of duties lies solely with the finance officer.

All references in other portions of the General Statutes, local acts, or city charters to county, city, special district, or public authority accountants, treasurers, or other officials performing any of the duties conferred by this section on the finance officer shall be deemed to refer to the finance officer.

(b) Except as otherwise provided by law, all checks or drafts on an official depository shall be signed by the finance officer or a properly designated deputy finance officer and countersigned by another official of the local government or public authority designated for this purpose by the governing board. If the board makes no other designation, the chairman of the board or chief executive officer of the local government or public authority shall countersign these checks and drafts. The governing board of a unit or authority may waive the requirements of this subsection if the board determines that the internal control procedures of the unit or authority will be satisfactory in the absence of dual signatures.

(c) The Local Government Commission has authority to issue rules and regulations having the force of law governing procedures for the receipt, deposit, investment, transfer, and disbursement of money and other assets by units of local government and public authorities, may

inquire into and investigate the internal control procedures of a local government or public authority, may require any modifications in internal control procedures which, in the opinion of the Commission, are necessary or desirable to prevent embezzlements or mishandling of public moneys, and may adopt rules establishing minimum qualifications for finance officers.

(d) The Local Government Commission has the authority to require any finance officer or any other employee who performs the duties of a finance officer to participate in training related to the powers, duties, and responsibilities of the finance officer under any of the following circumstances: (i) the Commission is exercising its authority under Article 10 of this Chapter with respect to the employing local government or public authority, (ii) the employing local government or public authority has received a unit letter from the Commission due to a deficiency in complying with this Chapter, (iii) the employing local government or public authority has an internal control material weakness or significant deficiency in the most recently completed financial audit, or (iv) the finance officer fails to annually meet or attest to the minimum qualifications of the position, as established by the Local Government Commission. The Commission may collaborate with the School of Government at the University of North Carolina, the North Carolina Community College System, and other educational institutions in the State to develop and deliver the training required by this subsection. When the Commission requires a finance officer or other employee to participate in training as authorized in this subsection, the Commission shall notify the finance officer or other employee and the employing local government or public authority of the required training. Upon completion of the required training by the finance officer or other employee, the employing local government or public authority shall submit, in writing, to the Commission proof that the training requirements have been satisfied.

(e) The Local Government Commission may require any local government or public authority to contract with outside entities in accordance with the terms of subdivision (9) of subsection (a) of this section if the local government or public authority has received a unit letter from the Commission due to a deficiency in complying with this Chapter or the local government or public authority has an internal control finding in the most recently completed financial audit. (1971, c. 780, s. 1; 1973, c. 474, ss. 18-20; 1975, c. 514, s. 10; 1987, c. 796, s. 3(5); 2016-84, s. 1; 2017-105, s. 1; 2019-19, s. 6.2.)

§ 159-28. Budgetary accounting for appropriations.

(a) Incurring Obligations. – No obligation may be incurred in a program, function, or activity accounted for in a fund included in the budget ordinance unless the budget ordinance includes an appropriation authorizing the obligation and an unencumbered balance remains in the appropriation sufficient to pay in the current fiscal year the sums obligated by the transaction for the current fiscal year. No obligation may be incurred for a capital project or a grant project authorized by a project ordinance unless that project ordinance includes an appropriation authorizing the obligation and an unencumbered balance remains in the appropriation sufficient to pay the sums obligated by the transaction. Nothing in this section shall require a contract to be reduced to writing.

(a1) Preaudit Requirement. – If an obligation is reduced to a written contract or written agreement requiring the payment of money, or is evidenced by a written purchase order for supplies and materials, the written contract, agreement, or purchase order shall include on its face a certificate stating that the instrument has been preaudited to assure compliance with subsection (a) of this section. The certificate, which shall be signed by the finance officer, or any deputy finance officer approved for this purpose by the governing board, shall take substantially the following form:

"This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

(Signature of finance officer)."

(a2) Failure to Preaudit. – An obligation incurred in violation of subsection (a) or (a1) of this section is invalid and may not be enforced. The finance officer shall establish procedures to assure compliance with this section, in accordance with any rules adopted by the Local Government Commission.

(b) Disbursements. – When a bill, invoice, or other claim against a local government or public authority is presented, the finance officer shall either approve or disapprove the necessary disbursement. If the claim involves a program, function, or activity accounted for in a fund included in the budget ordinance or a capital project or a grant project authorized by a project ordinance, the finance officer may approve the claim only if both of the following apply:

- (1) The finance officer determines the amount to be payable.
- (2) The budget ordinance or a project ordinance includes an appropriation authorizing the expenditure and either (i) an encumbrance has been previously created for the transaction or (ii) an unencumbered balance remains in the appropriation sufficient to pay the amount to be disbursed.

The finance officer may approve a bill, invoice, or other claim requiring disbursement from an intragovernmental service fund or trust or agency fund not included in the budget ordinance, only if the amount claimed is determined to be payable. A bill, invoice, or other claim may not be paid unless it has been approved by the finance officer or, under subsection (c) of this section, by the governing board. The finance officer shall establish procedures to assure compliance with this subsection, in accordance with any rules adopted by the Local Government Commission.

(c) Governing Board Approval of Bills, Invoices, or Claims. – The governing board may, as permitted by this subsection, approve a bill, invoice, or other claim against the local government or public authority that has been disapproved by the finance officer. The governing board may not approve a claim for which no appropriation appears in the budget ordinance or in a project ordinance, or for which the appropriation contains no encumbrance and the unencumbered balance is less than the amount to be paid. The governing board shall approve payment by formal resolution stating the board's reasons for allowing the bill, invoice, or other

claim. The resolution shall be entered in the minutes together with the names of those voting in the affirmative. The chairman of the board, or some other member designated for this purpose, shall sign the certificate on the check or draft given in payment of the bill, invoice, or other claim. If payment results in a violation of law, each member of the board voting to allow payment is jointly and severally liable for the full amount of the check or draft given in payment.

(d) Payment. – A local government or public authority may not pay a bill, invoice, salary, or other claim except by any of the following methods:

- (1) Check or draft on an official depository.
- (2) Bank wire transfer from an official depository.
- (3) Electronic payment or an electronic funds transfer originated by the local government or public authority through an official depository.
- (4) Cash, if the local government has adopted an ordinance authorizing the use of cash, and specifying the limits of the use of cash.

(d1) Except as provided in this section, each check or draft on an official depository shall bear on its face a certificate signed by the finance officer or a deputy finance officer approved for this purpose by the governing board (or signed by the chairman or some other member of the board pursuant to subsection (c) of this section). The certificate shall take substantially the following form:

"This disbursement has been approved as required by the Local Government Budget and Fiscal Control Act.

(Signature of finance officer)."

(d2) An electronic payment or electronic funds transfer shall be subject to the preaudit process in accordance with this section and any rules adopted by the Local Government Commission. The rules so adopted shall address execution of electronic payment or electronic funds transfer and how to indicate that the finance officer or duly appointed deputy finance officer has performed the preaudit process in accordance with this section. A finance officer or duly appointed deputy finance officer shall be presumed in compliance with this section if the finance officer or duly appointed deputy finance officer complies with the rules adopted by the Local Government Commission.

(e) Penalties. – If an officer or employee of a local government or public authority incurs an obligation or pays out or causes to be paid out any funds in violation of this section, that officer or employee, and the sureties on any official bond for that officer or employee, are liable for any sums so committed or disbursed. If the finance officer or any duly appointed deputy finance officer gives a false certificate to any contract, agreement, purchase order, check, draft, or other document, the finance officer or duly appointed deputy finance officer, and the sureties on any official bond, are liable for any sums illegally committed or disbursed thereby. The governing board shall determine, by resolution, if payment from the official bond shall be sought and if the governing body will seek a judgment from the finance officer or duly appointed deputy finance officer for any deficiencies in the amount.

(e1) Inclusion of the contract term in accordance with G.S. 143-133.3(b) shall be deemed in compliance with G.S. 143-133.3(a).

(f) The certifications required by subsections (a1) and (d1) of this section shall not apply to any of the following:

- (1) An obligation or a document related to the obligation has been approved by the Local Government Commission.
- (2) Payroll expenditures, including all benefits for employees of the local government.

- (3) Electronic payments, as specified in rules adopted by the Local Government Commission.
- (g) As used in this section, the following terms shall have the following meanings:
 - (1) Electronic funds transfer. – A transfer of funds initiated by using an electronic terminal, a telephone, a computer, or magnetic tape to instruct or authorize a financial institution or its agent to credit or debit an account.
 - (2) Electronic payment. – Payment by charge card, credit card, debit card, gas card, procurement card, or electronic funds transfer. (1971, c. 780, s. 1; 1973, c. 474, ss. 22, 23; 1975, c. 514, s. 12; 1979, c. 402, ss. 7, 8; 2010-99, s. 1; 2012-156, s. 1; 2015-246, s. 6(a); 2015-294, s. 2.)

Triangle J Board of Delegates Meeting Agenda Comments – November 17, 2021

Agenda Section: Consent

Brownfields RLF proposal in partnership with Piedmont Triad Regional Council (PTRC) and West Piedmont Planning District Commission (WPPDC)

Background: TJCOG is applying for a Brownfields Revolving Loan Fund (RLF) Coalition grant through the Environmental Protection Agency (EPA) in partnership with PTRC and WPPDC. PTRC will serve as the lead applicant, and is tasked with holding, administering and dispersing loan funding following best practices and lending principals that abide by any agreement of the granting agency and best practices. TJCOG will be responsible for identifying sites for clean-up in the TJCOG region, supporting local communities and property owners in funding clean-up activities, working with member governments and local stakeholders to create awareness of the RLF Coalition resources, and providing regular reporting quarterly for granting agency requirements.

The application was sought out using a tri-COG approach per the recommendations of our region's EPA office, to help strengthen the competitiveness of our proposal. Additionally, TJCOG does not currently have adequate staff with proper lending experience like PTRC does.

Recommendation(s): It is recommended that the Board ask any questions about the grant proposal and provide consent to pursue the application in partnership with PTRC and WPPDC.

Staff Responsible for Technical Support: Lindsay Whitson, Community & Economic Development Manager

Triangle J Board of Delegates Meeting Agenda Comments – November 17, 2021

Agenda Section: Consent

Approval of the 2021 Comprehensive Economic Development Strategy (CEDS) Interim Report

Background: The submittal of an annual CEDS Interim Report is a requirement of TJCOG's US Economic Development Administration (EDA) Partnership in Planning grant award, to remain in compliance as the region's Economic Development District (EDD). The report includes an in-depth analysis of CEDS implementation efforts that are underway or were completed throughout the 2021 calendar year. Under the Community and Economic Development Program Area Updates section of the agenda, Lindsay Whitson will discuss some of the CEDS implementation efforts the program area team have recently been tackling. The final 2021 CEDS Annual Interim Report is due December 1, 2021, and will be posted on TJCOG's website.

Recommendation(s): It is recommended that the Board ask any questions about the 2021 CEDS Interim Report and provide approval for submittal to U.S. EDA. A Resolution of Support is available on the following agenda page.

Staff Responsible for Technical Support: Lindsay Whitson, Community & Economic Development Manager

**A RESOLUTION IN SUPPORT OF THE 2021 ANNUAL INTERIM REPORT FOR
STRENGTH IN NUMBERS:
A REGIONAL PLAN FOR ECONOMIC RESILIENCE & PROSPERITY**

WHEREAS, Triangle J Council of Governments serves local governments within Chatham, Durham, Johnston, Lee, Moore, Orange, and Wake Counties; and

WHEREAS, Triangle J Council of Governments has prioritized regional economic development; and

WHEREAS, evaluation and analysis of the strategy's action plans are used to promote equitable economic development in alignment with other local, regional, and state planning processes; and

WHEREAS, Triangle J Council of Governments' Board of Delegates supports the CEDS implementation efforts that have emerged throughout 2021 – to further the strategy's intent to build regional capacity, guide economic resiliency and prosperity, and leverage partnerships.

NOW, THEREFORE, BE IT RESOLVED THAT Triangle J Council of Governments hereby adopts the 2021 Annual Interim Report for TJCOG's regional economic development strategy, *Strength in Numbers: A Regional Plan for Economic Resilience & Prosperity*, and the strategy's implementation efforts set forth therein.

Passed this 17th day of November 2021 by the Triangle J Council of Governments Board of Delegates.

Signed:

Attest:

By: _____
Kathleen Ferguson, Chair
Triangle J Council of Governments
Board of Delegates

Shantel Haskins, Clerk to the Board of Delegates
Triangle J Council of Governments

DRAFT MINUTES

Board of Delegates Meeting

Wednesday, October 27, 2021

6:00 PM

Held via simultaneous communication via Zoom

Delegates and Alternate Delegates Attending:

Wilma Laney, Town of Aberdeen (D)	Jessica Day, Town of Knightdale
Brett Gantt, Town of Apex	Kirk Smith, Lee County
Jerry Medlin, Town of Benson	Steve Rao, Town of Morrisville (A)
Thomas Beal, Town of Broadway	Pamela Baldwin, Town of Pittsboro
Jennifer Robinson, Town of Cary	Donald Rains, Town of Princeton
Jim Crawford, Chatham County	Ronnie Currin, Town of Rolesville
DeDreana Freeman, City of Durham	Bill Haiges, Town of Siler City
Heidi Carter, Durham County	Andy Moore, Town of Smithfield
Larry Smith, Town of Fuquay-Varina	Sig Hutchinson, Wake County
Ken Marshburn, Town of Garner	Chad Sary, Town of Wake Forest
Kathleen Ferguson, Town of Hillsborough	David McGowan, Town of Wilson's Mills
Butch Lawter, Johnston County	

Delegates and Alternate Delegates Absent:

Joe Dannelley Town of Aberdeen (A)	Sally Greene, Orange County
Audra Killingsworth, Town of Apex(A)	Renée Price, Orange County (A)
Mark Jackson, Town of Archer Lodge (A)	Jeff Holt, Town of Pine Level
Cassandra Stack, Town of Benson (A)	Greg Baker, Town of Pine Level (A)
Donald Andrews, Town of Broadway (A)	Kevin Drum, Village of Pinehurst
Randee Haven O'Donnell, Town of Carrboro	Jane Hogeman, Village of Pinehurst (A)
Dan Bonillo, Town of Carthage	Michael Fiocco, Town of Pittsboro (A)
Christopher Nance, Town of Carthage (A)	Nicole Stewart, City of Raleigh
Lori Bush, Town of Cary (A)	Nikki Bradshaw, Town of Robbins (A)
Michael Parker, Town of Chapel Hill	Michelle Medley, Town of Rolesville (A)
Diana Hales, Chatham County (A)	Chet Mann, City of Sanford (A)
Jason Thompson, Town of Clayton	Cheryl Oliver, Town of Selma (A)
Javiera Caballero, City of Durham (A)	Lewis Fadely, Town of Siler City (A)
Nida Allam, Durham County (A)	John Dunn, Town of Smithfield (A)
Jason Wunsch, Town of Fuquay-Varina (A)	Carol Haney, Town of Southern Pines
Tim Cunnup, Town of Goldston	Bill Pate, Town of Southern Pines (A)
Matt Hughes, Town of Hillsborough (A)	Al Mosley, Town of Vass
Aaron Wolff, Town of Holly Springs (A)	Vivian Jones, Town of Wake Forest (A)
Trinity Henderson, Town of Kenly	Phil Tarnaski, Town of Wendell
Arianna Lavalley, Lee County (A)	Jim Uzzle, Town of Wilson's Mills (A)
Russell Creech, Town of Micro	Larry Loucks, Town of Zebulon
Frank Quis, Moore County	Glenn York, Town of Zebulon(A)
Satish Garimella, Town of Morrisville	

TJCOG staff attending:

Erika Brown, Housing Program Manager
Emily Barrett, Natural Resources & Resilience Program Manager
Jenny Halsey, Strategy & Operations Manager
Sean Flaherty, Principal Planner
Jenisha Henneghan, Area Agency on Aging Assistant Director

Shantel Haskins, Administrative Support Specialist
Alana Keegan, Member Engagement Manager
Lee Worsley, Executive Director
Judy Weller, Finance Director
Lindsay Whitson, Community & Economic Development Manager

Call to Order, Welcome, Roll Call and Declaration of Quorum

Chairwoman Kathleen Ferguson called the meeting to order at 6:00PM and welcomed all attendees. Chairwoman Ferguson reviewed the requirements for virtual public meetings. Alana Keegan, Member Engagement Manager, conducted the roll call to verify the attendance of delegates and alternates, then declared a quorum was present.

Review of Agenda

Chairwoman Ferguson presented the agenda for the October 27, 2021, Board of Delegates meeting and asked if any delegates wanted to make changes to the agenda. Hearing no changes, Chairwoman Ferguson elected to move forward with the agenda as presented.

Recognitions and Presentations

- **Introduction of New TJCOG Staff**

Chairwoman Ferguson asked Jenny Halsey, Strategy and Operations Manager to introduce this item. Ms. Halsey stated TJCOG had several new employees that started within the last month and allowed each employee to introduce themselves after a few words from their supervisor. Lindsay Whitson, TJCOG Community & Economic Development Manager, introduced Alex Holloway who will serve as the Economic Development Planner II for TJCOG. Erika Brown, TJCOG Housing Program Manager, introduced Jack Watson, who will serve as a Planning Assistant II for TJCOG. Jenisha Henneghan, TJCOG Area Agency on Aging Assistant Director, introduced Blake Matthews who will serve as the COVID-19 Outreach Coordinator for TJCOG. Sean Flaherty, TJCOG Principal Planner introduced Ryan Eldridge, who will serve as a Planner II for TJCOG. Chairwoman Kathleen Ferguson welcomed each new employee to the region.

Business

- **Natural Resources & Resilience at TJCOG, A Brief Overview**

Chairwoman Ferguson asked Emily Barrett to introduce this item. Ms. Barrett introduced herself to the Board of Delegates as the Natural Resources and Resiliency Program Manager for

TJCOG. Ms. Barrett highlighted the basic elements of natural resources: water, land, and air. Ms. Barrett stated a number of current and notable projects for the team including the Triangle Water Supply Partnership, Jordan Lake One Water, Triangle Area Water Supply Monitoring Partnership, Clean Water Education Partnership, and many others.

Ms. Barrett stated the program intended to create a healthy community with focuses on water resources, air quality (energy/climate), solid waste, and resilience. She highlighted several local counties with examples of energy saving opportunities, including the example of Asheville's addition of LED streetlights. Ms. Barrett discussed current trends with natural resources including the use of green infrastructure to mitigate negative stormwater impacts.

She also discussed the definition of resilience and the importance of factoring resilience into community programs to prepare for hazards or natural disasters. Finally, she concluded the presentation with several questions for the Board members on future conditions of climate, population, and land use in their respective communities, and encouraged Board members to reach out to her for assistance on natural resources and resilience issues.

- **Consideration of Triangle J Regional Corporation Board Member Appointments**

Chairwomen Ferguson asked Lindsay Whitson, TJCOG Community & Economic Development Manager to introduce the item. Ms. Whitson explained that Triangle J Regional Corporation Board had nominated six members to serve a 3-year term: Rae Buckley, Kathleen Ferguson, Sig Hutchinson, Stephanie Watkins-Cruz, and Mike Ortosky. Appointments must be considered and approved by the TJCOG Board. Ms. Whitson asked the Board of Delegates approve the appointed members on the consent agenda.

- **DEI Efforts at TJCOG**

Chairwomen Ferguson asked Ms. Halsey to introduce the item. Jenny Halsey highlighted ways TJCOG as an organization has incorporated DEI into its core values. Ms. Halsey stated TJCOG started a book club to provide opportunities for open discussions on topics concerning race, and culture. Ms. Halsey mentioned that TJCOG also incorporated new hiring practices including updated resume questions and a blind hiring practice that gave applicants a number instead of initial personal information. Jenny Halsey asked Mr. Worsley to speak about the efforts of work with Regional Managers.

He stated staff have been assisting Regional Managers in ways to identify opportunities to work together on DEI learning and to create equitable communities. Mr. Worsley also discussed incorporating HBCUs into that initiative.

Consent Agenda

- **Triangle J Regional Corporation Board Member Appointment**
- **Fiscal Year 2022 Budget Amendment No. 1 & Interim Budget/Expenditure Report**

- **Appointment of TJCOG Finance Deputy Director**

Chairwomen Ferguson presented the Consent Agenda for approval and asked if anyone wished to pull an item for individual consideration. Hearing none, *Mr. Smith made a motion to approve the Consent Agenda as presented; Ms. Freeman seconded the motion. Ms. Keegan conducted the vote via roll call; the motion was unanimously approved.*

Items Removed from Consent Agenda

None Removed.

Executive Director's Report

Mr. Worsley provided a few operational updates concerning towns that TJCOG has been working alongside. Mr. Worsley mentioned TJCOG will continue to assist the Town of Spring Lake over the next few months as the town has been taken over by the NC Local Government Commission. Mr. Worsley has been in communication with Taylortown of Moore County about the possibility of membership in TJCOG.

Mr. Worsley closed his report with gratitude for Commissioner Sig Hutchinson for his service on the Board for GoTriangle and Charles Lattuca, President of GoTriangle for continued support and work on a regional vision for transportation and housing.

Chairwomen's Report

Chairwomen Ferguson provided a reminder about the Regional Summit taking place on October 28, 2021, virtually. She mentioned that the November 17th Board of Delegates would have an option for vaccinated delegates to attend the meeting in person.

Around the Region

DeDreana Freeman, Second Vice-Chair, conducted this portion of the agency. All delegates provided updates of their respected communities.

Other Business

Ms. Freeman asked if there was any other business.

Hearing no further business, *Mr. Smith made a motion to adjourn the meeting; Mr. Rao seconded the motion.*

Ms. Freeman adjourned the meeting at 7:48 PM.

Shantel Haskins, Recording Officer

Kathleen Ferguson, Chairman